

MEASURE U STEERING/APPLICATION COMMITTEE

DRAFT MEETING MINUTES

TUESDAY, MAY 29, 2012

TOWN/COUNTY CONFERENCE ROOM, MINARET VILLAGE SHOPPING CENTER

9:00AM – 11:00AM

CALL TO ORDER

The meeting was called to order by staff at 9:09 a.m. in Town County Conference Room, Minaret Village Mall, Mammoth Lakes, California. Committee Members: Bill Sauser, Jim Smith, Bill Taylor, Joyce Turner, John Vereuck, John Wentworth, Sandy Hogan and Rich Boccia were in attendance.

PUBLIC COMMENTS

There were no public comments.

APPROVAL OF MINUTES

A motion was made by Mr. Smith, and seconded by Mr. Boccia to approve the regular meeting minutes of May 7, 2012. Motion approved.

DISCUSSION ITEMS

1. 2012 Measure U Spring “Test” Funding Awards

- I. Discuss and devise a way for those applications that were not fully funded to be reconsidered in context of new accrual – Town Council May 16, 2012 recommendation.**

A Motion was made by Mr. Wentworth and seconded by Mr. Boccia to schedule a joint Measure U Steering/Application Committee meeting on June 13, 2012 after the 2012 Measure R Spring funding recommendations (June 12, 2012) to consider funding any 2012 Measure U Spring “Test” applications that were not fully funded using the balance of FY 2011/12 Measure U funds accrued from May 7 to June 12, 2012. Motion approved 7-1.

- II. Discuss funding and contracting process (see attached Memo).**

The consensus recommendation of the Committee was to maintain consistency with the current Measure R Implementation (funding & contracting) process. Support was received for the proposed Measure U four step implementation process.

2. Review of 2012 Measure U Spring “Test” Award

- I. Supplanting policy**
 - The policy and supplanting flow chart facilitated primary filter review.

- Committee appreciated legal documents provided by BB&K, and staff Memo on supplanting.
- II. Application process (form, presentations, etc.)**
 - Recommendations:
 - Include an “Executive Summary” that clearly depicts what the project is, and how much is being requested.
 - Streamline form and remove duplicate questions.
 - Provide a budget template (example) to the applicants. Request previous year’s budget for reference.
 - Maintain consistency with spring “test” award and Measure R.
- III. Prioritization of funding**
 - Recommendations:
 - Use all Town reference and planning documents.
 - Committee establishes annual funding principles and priorities.
 - Align with Town Council policies and CIP/Master Facilities plan.
- IV. Project Filter & Checklist (form, ratings guideline, etc.)**
 - The Committee was supportive of the process utilized in the “test” award”: Scoring first, addressing any discrepancy’s and funding last.
 - Recommendations:
 - Better definitions & ratings guidelines.
 - Review form with staff.
- V. Funding recommendations (oversight/management)**
 - Consensus to maintain 3 person Application Committee for first funding cycle and evaluate post process.
 - Supportive of up-or-down vote by Town Council on funding recommendations packet. Want to mitigate any end-runs.
- VI. Timing of funding process (relationship to Town Budget, CIP & Measure R)**
 - Recommendations (in order):
 - 1) Align with summer construction cycle (fall award).
 - 2) Align with annual Town Budget cycle.
 - 3) Align/run concurrently with Measure R Fall and Spring awards.
 - Committee also recommends that the Recreation Commission and Measure U Application meet prior to the funding cycles to review funding principles & priorities, and potential applications.

3. Establish date for next Measure U Application Committee Meeting

No hand-off meeting was established. This item will be re-agendized for the June 13, 2012 meeting.

ADJOURNMENT

A motion was made by Mr. Sauser, and seconded by Ms. Turner to adjourn the meeting at 11:03 a.m. All in favor.